

**MAYOR AND CITY COUNCIL  
CITY OF SEAT PLEASANT  
REGULAR WORK SESSION  
MONDAY, JUNE 6, 2011  
6:00P.M.**

**1. OPENING**

**1.1.1 Call to Order**

Council President Gatling called the meeting to order at 6: 00p.m.

**1.1.2 Roll Call**

Present: Councilmember Latasha Gatling, Mayor Eugene Grant (Absent), Councilmember Darrell Hardy, Councilmember Kelly Porter (Late Arrival 6:15p.m.), Councilmember Gerald R. Raynor, Sr., Councilmember Elenora Simms, Councilmember Aretha Stephenson, Councilmember Reveral Yeargin

Staff: Robert Ashton, Acting City Administrator, Dashaun N. Lanham, City Clerk,

**1.1.3 Invocation and Pledge of Allegiance:**

The invocation was given by Councilwoman Stephenson

**1.1.4. Approval of Agenda**

The agenda was approved with the following modifications:

The Council President motioned to add 2.3. Officer Matthews, Mobile Data Terminals presentation, delete 6.1. Revised Ethics Chapter 18-City Code and to strike 4.3a, 4.3b, 4.3c, 4.3d, and 4.3f

It was motioned by Councilmember Stephenson and seconded by Councilmember Hardy to approve the agenda with the modifications. The motion carried.

**2. PRESENTATIONS:**

**2.1. Fred Sussman, City Attorney**

- Fred verbal gave the history on the adoption on the Ethics Ordinance beginning in 1976. The General Assembly established two models to adopt the ethics ordinance. The City adopted their ethics ordinance in 1982. Last year the general assembly approved in April with the State Ethics Commission two model ethics ordinance. Fred created a template of model B for smaller jurisdiction. The template was approved by commission staff. The statement and purpose in the beginning of the ordinance is included in the revision. The area of process and procedure is where the flexibilities are in the ordinance. He

incorporated the definitions that are in the existing ordinance into the revised ordinance. We will need to set up policy and procedures with the ethics commission to help guide them through the process. He stated that there has been little need to involve the ethics commission in the six (6) jurisdictions. He stated that the City Clerk has been doing a great job in getting the financial disclosure forms out and returned. There are two sets of the financial disclosure, one for the candidate acquire office. The second is the appointed officials to file and submit financial disclosure forms. This will eliminate all parties to complete the multi page financial disclosure form.

- The previous conflict of interest on dollar thresh hold is public officials cannot solicit any gift. A new law is regarding purchase and procurement. You are not allowed to work with the government and the company that is soliciting the bid.
- The process eliminates the employee from assisting the bidder and receiving money from the company that has submitted their bid.
- An employee can assist an elected official in a private business writing venture on their personal time, as long as the person isn't applying for the grant through the city.
- Fred stated the lobbying disclosure is less stringent. It doesn't require the lobbyist to register, if no gifts are exchanged. It requires them to register if they are taking the officials to lunch and providing gifts.
- Fred stated that when the new legislation is adopted he would like to sit down with the board of ethics. We may need to change it to the ethics commission to make more consistent with the revisions. They can continue their terms under the new revision or there can be a new appointment.
- The Council President and a few members of the council feel that it should be a process in the ethics regarding the non responsiveness to any branch of the government.
- The council can expand the disclosure form for the employees.
- Fred stated that we need to certify that the Ethics Ordinance is submitted to the State Ethics commission before it is approved by October 1, 2011, which is the required deadline.

## **2.2. Jeff Sims, LSA Security**

- Mr. Sims stated that he presented his proposal to the city on January 31, 2011 regarding the repair of the current surveillance cameras located in Ward II. The proposal is for the technician labor charge only.
- The proposal is for evaluation and makes repairs that will not be a fee for parts. The camera was installed ten (10) years ago due to the concerns in the

area. The camera will allow you to see East, West, South and North on Martin Luther King and across the district line.

- The Chief has three (3) additional areas in the city that he would like cameras installed to record other areas of concern.
- We will need to add an IP address for the cameras to operate in different areas.
- Councilwoman Stephenson wanted to know the maintenance fee. Mr. Sims stated that the maintenance contract is a one (1) year or three (3) year option. He stated that the City will be getting a discount. Mr. Sims stated that he will get the maintenance contract to the council that would be \$2,400 per year or \$200 per month.
- Councilman Porter wanted to know if the company offered surveillance. He stated that he would be interested in review a proposal for the hot spots with surveillances.
- The police officers do not need to be in the office, as the laptops in the vehicle will be able to view from their cruiser.
- Mr. Sims stated that he could have the cameras installed and repaired in fifteen (15) to twenty (20) days.
- The current cameras are analogs camera and they will need a converter in order to have the camera operational.
- The costs of new cameras are \$1,500 to \$3,000 per camera purchases. He stated the he would not replace the existing camera.
- Mr. Sims stated that the proposed fee includes minor repair, but if the camera needs to be shipped back to the manufactured it will be an additional charge. They will come back to the city with the fees. He stated that if the cameras are functioning he would give back some of the money. He stated that the converters are approximately \$300.
- He stated that he would give a written proposal with lease purchase and purchase of three new cameras.
- Mr. Sims stated that he would submit a contract for services that spells out the full service, discount and benefits.

### **2.3. Officer Matthews, Mobile Data Terminal Proposal**

- The Tiburon system dispatch the officer based on location of the officer
- The police department is online to get new software
- The new system will be a helpful tool and it will allow detail access while in patrol.
- The new communication will allow the county to monitor all cameras from their offices with new camera wall.

- He has researched two local companies for the MDT's, which will avoid shipping charges.
- Councilwoman Gatling wanted to know why the proposal was not submitted during the budget process.
- Mr. Ashton stated that the Grant Coordinator is preparing a grant that is due on June 9, 2011 for \$200,000.
- Councilman Porter wanted to know the time frame in which the monies will be received from the grant. Mr. Ashton stated that the award letter will be submitted in July, and the monies will be received in late July.
- One of the vehicles will go up to the county tomorrow for a new tag reader to be installed. We will need an additional computer, but removed some of the software from one of the computers for the software to be installed.
- Officer Matthews learned of the information by attending the I-net meeting in February. He learned that the county didn't initially want to give the municipality full access. They had went back to reconsider the initial thought and it has changed.
- The City Council requested Mr. Ashton to advertise for an RFP for the MDT's.
- Mr. Ashton stated that monies can be deducted from the speed cameras. Councilwoman Gatling stated that funds were allocated.

### **3. LEGISLATION**

- None

### **4. REPORTS**

#### **4.1. Mayor's Report:**

- Mayor Grant was absent from the Regular Work Session and no report was submitted.

#### **4.2. City Administrator Report:**

- Robert Ashton, Acting City Administrator Report: Mr. Ashton stated that they have the information on the secondary employment.
- Councilman Yeargin asked if the city had hired a contractor to cut the grass in the city. Mr. Ashton stated that the city did not hire a contractor for the grass.

#### **Council Committee Reports:**

#### **4.3. E Public Safety, Civil Rights-**

- Councilman Raynor stated that the committee report was included in the Council meeting package from the meeting held on Wednesday, May 25, 2011. He stated that Officer Matthew's presentation was a part of the public safety committee report.

### **5. NEW BUSINESS**

### **5.1. No Sign Ordinance**

- Councilwoman Simms stated that she met with the Nuisance Abatement Coordinator and Code Enforcement Officer to discuss the implementation of the No Sign Ordinance, as passed by the General Assembly allowing SHA and municipalities to collect monies after removing signs within their jurisdiction. She requested the council to review the legislation, as she would like to move forward on the first reading next month.

### **5.2. No Soliciting/Peddling Ordinance**

- Councilwoman Simms stated that she would like the city council to review the attached ordinance and provide any input or recommendation to the City Clerk before the first reading in July.

### **5.3. July Regular Work Session Revised Date**

- Councilwoman Gatling stated that the Regular Work Session for the month of July falls on the holiday. She wanted to know when the council wanted to have the work session. The council consensus was to have the Regular Work Session on Tuesday, July 5, 2011.

### **5.4. MML Convention Proxy Voting**

- Councilwoman Simms stated that the council will submit the names during the convention.

### **5.5. Police proposal for overtime in C-Safe Grant**

- Mr. Ashton stated that the police department proposed to utilize the remaining monies in the grant by June 30, 2011 to have the officers work overtime at rate above the pay to expend the money in the grant.
- The council consensus was to approve the request with one week-end to be "All Hands on Deck", the all hands on deck will allow three (3) officers in all wards, but one ward will have two (2) officers, rotating the offered overtime with all officers. The Chief to provide council with schedule date of all hands on deck.
- The council requested that Mr. Ashton prepare the figures for the all hands on deck week-end.

### **5.6. Job Descriptions**

- Mr. Ashton stated the council was presented with a binder of the job descriptions on Saturday, May 14, 2011.
- He has requested that Council President allow the job description approval/review to be placed in the Governmental Affairs and Technology committee.
- The Council President agreed with the request and placed the job descriptions in the Governmental Affairs and Technology Committee.

- Councilman Porter, Chair of Governmental Affairs & Technology committee stated that he would get with the City Clerk to schedule the date for the committee meeting.

#### **5.7. Municipal Voting Location**

- Councilwoman Simms stated that she had a conversation with the City Clerk regarding the location of the voting for next year elections. She has concerned regarding St. Margaret's being the location for the elections.
- She feels that the voting location should be in the city. She has requested that the City Clerk contact the Board of Elections for a possible change to the Activity Center and Councilman Porter stated that Fire Department may serve as alternative location.
- Council President Gatling requested the City Clerk to contact the Board of Elections regarding the above matter.

#### **6. UNFINISHED BUSINESS:**

##### **6.1. None**

#### **7. ANNOUNCEMENT**

- 7.1. Spring Clean-Up Ward II & Ward IV, Saturday, June 11, 2011 from 7:00a.m.-3:00p.m.
- 7.2. Public Session, Monday, June 13, 2011, City Hall-Council Chambers, at 7:00p.m.
- 7.3. Spring Clean -Up Ward V, Saturday, June 18, 2011 from 7:00a.m.-3:00p.m.
- 7.4. Seat Pleasant Document Shredding Event, Saturday, June 18, 2011 at 8:00a.m.-1:00p.m., Seat Pleasant Elementary School.

**ADJOURN**-The meeting adjourned at 8:39p.m.

Submitted by,

  
Dashaun N. Lanham  
City Clerk